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DEPARTMENT OF
FINANCE

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

June 27, 1995

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BUILDING FOUR
SACRAMENTO, CA
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City Council
Sacramento, California

Honorable Members In Session:

**SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1673,
SUBURBAN CARRYALL TYPE VEHICLES, IN THE TOTAL AMOUNT OF
\$88,379.78**

LOCATION AND COUNCIL DISTRICT

City-wide-All Districts

STAFF RECOMMENDATION

It is recommended that, in the best interest of the City, the City Council adopt the specifications used in the bidding process and accept the lowest responsible bid submitted for the contract resulting from Bid No. 1673 for Suburban Carryall Type Vehicles. Award is being recommended to the following contractor: Thompson's Auto & Truck, Inc., 1412 Broadway, Placerville, CA 95667, in a total amount of \$88,379.78.

CONTACT PERSON: Steve Alstrom, Buyer II, 433-6240

FOR COUNCIL MEETING OF: June 27, 1995

SUMMARY

Attached is a tabulation of sealed proposals received by the City Clerk for furnishing equipment in accordance with the specifications used in the bidding process, and recommendation of bid award for Bid No. 1673 for Suburban Carryall Type Vehicles being purchased by the Fleet and Facility Management Division for the Fire Department and Survey Division.

①



BACKGROUND

Three replacement Suburban Carryall Type Vehicles are being purchased by the Fleet and Facility Management Division of the Department of Public Works. A 1/2 ton unit is intended for use by a City survey crew and two 3/4 ton vehicles are intended for use by City Fire Department Battalion Chiefs as emergency vehicles.

Specifications for Bid No. 1673 were publicly advertised and mailed by the City Clerk. Initial advertising and mailing to vendors, bid advertising firms and minority outreach agencies began on May 3, 1995. Sealed bids were publicly opened by the City Clerk on May 24, 1995.

The following is a summary of the recommendation for contract award:

<u>Bidder</u>	<u>Contract Items</u>	<u>Award Amount⁽¹⁾</u>
Thompson's Auto & Truck, Inc. 1412 Broadway Placerville, CA 95667	All	\$88,379.78

⁽¹⁾ The City Council hereby authorizes subsequent purchase(s) of identical units under the same terms and conditions within 365 days of award providing such purchase(s) has/have been approved and budgeted by the City Council.

FINANCIAL CONSIDERATIONS

Sufficient funds for this purchase are available in the Fleet and Facility Management Division's FY95 budget line for new and replacement vehicles.

ENVIRONMENTAL CONSIDERATIONS

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

POLICY CONSIDERATIONS

This recommendation is consistent with the requirements for competitive bidding as detailed in Title 57 of the Sacramento City Code.

MBE/WBE EFFORTS

Requests for bid (RFB) were sent to sixteen vendors, two of which are M/WBE firms. The names of the M/WBE firms were obtained from the City bid list and by researching the East Bay Municipal Utility District (EBMUD) Minority and Women Business Enterprise 1992-93 Directory, City of

Oakland MBE/WBE Directory, and the State of California - Winter 1995 Disadvantaged Business (DB) and Women Business Enterprise (WBE) List. In addition, this RFB was sent to several bid advertising agencies, including the Small Business Exchange and the Sacramento Minority Business Development Center (NEDA).

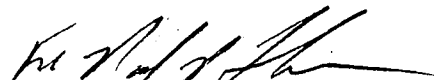
This bid included provisions for a five percent (5%) bid evaluation preference, not to exceed \$25,000.00, for City-certified, preference-eligible M/WBE firms. Of the two bids received, neither was from a certified Minority/Woman-Owned Business Enterprise.

Respectfully Submitted,



Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:



William H. Edgar
City Manager

1 Attachment

**BID TABULATION SHEET FOR
 BID NO. 1673 -SUBURBAN CARRYALL TYPE VEHICLES**

<u>Bidders</u>	<u>Unit Cost Item 1 - 1/2 Ton (1 Each)</u>	<u>Unit Cost Item 2 - 3/4 Ton (2 Each)</u>	<u>Total Bid (Less Sales Tax)</u>	<u>M/WBE Preference</u>	<u>Prompt Payment Discount</u>	<u>City Tax Preference</u>	<u>Net Total (Less Sales Tax)</u>
Thompson's Auto & Truck, Inc.	\$26,653.00	\$27,685.00	\$82,023.00	None	\$500.00 EA-20 days < 1,500.00 >	None	<u>\$80,523.00</u>
F. B. Hart Company	\$29,341.00	\$31,208.00	\$91,757.00	None	\$1,000.00 EA-20 days < 3,000.00 >	Yes < 917.57 >	\$87,839.43

Total Award of Contract To: Thompson's Auto & Truck, Inc.
 1412 Broadway
 Placerville, CA 95667

Original Estimated Cost: \$82,000.00

Using Departments: Fleet and Facility Management Division for
 the Fire Department and the Survey Division

Total Bid Amount: \$88,379.78 (Including Sales Tax)

Total Amount of Contract: \$88,379.78⁽¹⁾

Due Date: May 24, 1995

⁽¹⁾ City Council hereby authorizes subsequent purchase(s) of identical units under the same terms and conditions within 365 days of award providing such purchase(s) has/have been approved and budgeted by the City Council.

<u>Total No. of Bids Solicited</u>	<u>No. of M/WBE Bids Solicited</u>	<u>No. of M/WBE Responses</u>	<u>Award to M/WBE Vendor?</u>
16	2	0	No

7



April 27, 1995

MEMORANDUM

To: City Clerk's Office
From: Purchasing Office
Subject: FORMAL BID TRANSMITTAL - BID NO. 1673

Attached are envelopes and a list of prospective bidders for formal **Bid No. 1673 for Suburban Carryall Type Vehicles (2-Wheel Drive)**. The estimated cost for the contract is \$82,000.00. A bid due date of May 24, 1995 has been set for this bid, in anticipation that your office will begin advertising it on May 3, 1995. The bid specifications have been sent to Central Services for copying, and they will be delivered to your office not later than May 2, 1995.

If you have any questions regarding the attachments, please contact Barbara Dennis in the Purchasing Office at 433-6240. Thank you.

Attachments

cc: Central Services, Attn: Maria Buenaventura